#### UBLY COMMUNITY SCHOOLS

UBLY, MICHIGAN

AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2008

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Lewis & Knopf. CPAS, D.C.

Serving You with Trust and Integrity

October 3, 2008

#### INDEPENDENT AUDITOR'S REPORT

To the Board of Education of Ubly Community Schools

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Ubly Community Schools, as of and for the year ended June 30, 2008, which collectively comprise the School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Ubly Community Schools' management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Ubly Community Schools as of June 30, 2008, and respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated October 3, 2008 on our consideration of the Ubly Community Schools' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and important for assessing the results of our audit.

The management's discussion and analysis information on pages II - VIII, is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Ubly Community Schools' basic financial statements. The additional information on pages 19 - 31 are presented for purposes of additional analysis and are not a required part of the basic financial statements. The additional information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

CERTIFIED PUBLIC ACCOUNTANTS

euro + Krong PC

#### <u>UBLY COMMUNITY SCHOOLS</u> <u>MANAGEMENT DISCUSSION AND ANALYSIS</u> FOR THE FISCAL YEAR ENDED JUNE 30, 2008

The Administration's Discussion and Analysis, a requirement of GASB 34, is intended to be the Ubly Community Schools' Administration's discussion and analysis of the financial results for the fiscal year ended June 30, 2008.

Generally accepted accounting principles (GAAP) according to GASB 34 requires the reporting of two types of financial statements: District Wide Financial Statements and Fund Financial Statements.

#### **Fund Financial Statements:**

The School District's fund financial statements provide detailed information about the most significant funds – not the School District as a whole. Some funds are required to be established by State law and by bond covenants. However, the School District establishes many other funds to help it control and manage money for particular purposes (the Food Service and Athletics Funds are examples) or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (such as bond-funded construction funds used for voter-approved capital projects). The governmental funds of the School District use the following accounting approach:

Governmental funds – All of the School District's services are reported in governmental funds. Governmental fund reporting focuses on showing how money flows into and out of funds and the balances left at year end are available for spending. They are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the operations of the School District and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the School District's programs. We describe the relationship (or differences) between governmental activities (reported in the statement of net assets and the statement of activities) and governmental funds in a reconciliation.

In the fund financial statements, purchased capital assets are reported as expenditures in the year of acquisition. No asset is reported. The issuance of debt is recorded as a financial resource. The current year's payments of principal and interest on long term obligations are recorded as expenditures. Future year's debt obligations are not recorded.

#### **District Wide Financial Statements:**

The District wide financial statements are full accrual basis statements. They report all of the District's assets and liabilities, both short and long term, regardless if they are "currently available" or not. For example, assets that are restricted for use in the Debt Funds solely for the payment of long term principal or interest are grouped with unrestricted assets of the General Fund. Capital assets and obligations of the District are reported in the Statement of Net Assets of the District wide financial statements.

One of the most important questions asked about the School District is, "As a whole, what is the School District's financial condition as a result of the year's activities?" The statement of net assets and the statement of activities, which appear first in the School District's financial statements, report information on the School District as a whole and its activities in a way that helps you answer this question. We prepare these statements to include all assets and liabilities, using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

#### <u>UBLY COMMUNITY SCHOOLS</u> <u>MANAGEMENT DISCUSSION AND ANALYSIS</u> FOR THE FISCAL YEAR ENDED JUNE 30, 2008

#### **District Wide Financial Statements:** (Continued)

These two statements report the Ubly Community Schools net assets – the difference between assets and liabilities, as reported in the statement of net assets – as one way to measure the School District's financial health or financial position. Over time, increases or decreased in the School District's net assets – as reported in the statement of activities – are indicators of whether its financial health is improving or deteriorating. The relationship between revenues and expenses is the School District's operating results. However, the School District's goal is to provide services to our students, not to generate profits as commercial entities do. One must consider many other nonfinancial factors, such as the quality of the education provided and the safety of the schools, to assess the overall health of the School District.

The statement of net assets and the statement of activities report the governmental activities for the School District, which encompasses all of the School District's services, including instruction, support services, community services, athletics, and food services. Property taxes, unrestricted State aid (foundation allowance revenue), and State and federal grants finance most of these activities.

#### The School District as Trustee - Reporting the School District's Fiduciary Responsibilities

The School District is the trustee, or fiduciary, for its student activity funds. All of the School District's fiduciary activities are reported in a separate statement of fiduciary net assets. We exclude these activities from the School District's other financial statements because the School District cannot use these assets to finance its operations. The School District is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

#### **SUMMARY OF NET ASSETS:**

The following summarizes the net assets at the fiscal years ended June 30, 2008 and 2007:

#### **NET ASSETS SUMMARY**

	2008	2007
<u>ASSETS</u>		
Current Assets	\$3,395,023	\$3,323,688
Non-Current Assets	1,766,258	1,819,211
TOTAL ASSETS	\$5,161,281	\$5,142,899
<u>LIABILITIES</u>		
Current Liabilities	\$780,538	\$746,351
Long-Term Liabilities	112,353	89,597
Total Liabilities	\$892,891	\$835,948
NET ASSETS		
Invested in Capital Assets - Net of Related Debt	1,735,721	1,788,674
Restricted - Debt Service	0	34,876
Unrestricted	2,532,669	2,483,401
Total Net Assets	\$4,268,390	\$4,306,951
TOTAL LIABILITIES AND NET ASSETS	\$5,161,281	\$5,142,899

#### <u>UBLY COMMUNITY SCHOOLS</u> <u>MANAGEMENT DISCUSSION AND ANALYSIS</u> <u>FOR THE FISCAL YEAR ENDED JUNE 30, 2008</u>

#### **RESULTS OF OPERATIONS:**

For the fiscal years ended June 30, 2008 and 2007, the District wide results of operations were:

	2,008	2,007
REVENUES		
General Revenues:		
Property Taxes Levied for General Operations	\$463,664	\$422,697
Property Taxes Levied for Debt Service	3	312,064
State of Michigan Unrestricted Foundation Aid	5,651,303	5,772,196
Other General Revenues	110,268	137,784
Total General Revenues	\$6,225,238	\$6,644,741
Operating Grants:		
Federal	385,575	350,391
State of Michigan	307,145	323,968
Other Grants	209,760	235,466
Total Operating Grants	\$902,480	\$909,825
Charges for Services:		
Food Service	147,541	144,162
Athletics	89,397	98,674
Other Charges for Services	20,383	20,112
Total Charges for Services	\$257,321	\$262,948
Total Revenues	\$7,385,039	\$7,817,514
EXPENSES		
Instruction & Instructional Support	4,600,366	4,866,310
Support Services	2,147,687	2,039,945
Food Service	357,009	355,695
Athletics	284,926	287,094
Interest on Long-Term Debt	0	25,175
Depreciation	33,612	32,452
Total Expenses	\$7,423,600	\$7,606,671
INCREASE IN NET ASSETS	(\$38,561)	\$210,843
BEGINNING NET ASSETS	4,306,951	4,096,108
ENDING NET ASSETS	\$4,268,390	\$4,306,951

#### <u>UBLY COMMUNITY SCHOOLS</u> <u>MANAGEMENT DISCUSSION AND ANALYSIS</u> FOR THE FISCAL YEAR ENDED JUNE 30, 2008

#### GOVERNMENT- WIDE FINANCIAL ANALYSIS

#### Analysis of Financial Position:

During the year ended June 30, 2008, the District's Total Net Assets increased by \$38,561 to a total of \$4,268,390. The largest portions of the net assets are the District's investment in capital assets. Net assets (invested in capital assets, net of related debt) increased by \$52,953 during the year due to depreciation exceeding purchases of new capital assets and principal payments on related debt. The districts Unrestricted Net Assets increased by \$49,268 during the year and the restricted portion of the net assets decreased by \$34,876. The restricted Net Assets consist of the restricted debt retirement funds that may only be used to pay bonded debt. The unrestricted net assets may be used to fund the educational services provided to students.

#### Analysis of Results of Operations

The District's overall expenses exceeded its revenues for the year by \$38,561. The total revenues decreased by \$432,475 over last years amounts. The major change was decrease in debt property taxes due to being debt free. Expenditures decreased by \$183,071. Major changes were staff and benefit reduction due to enrollment decline.

#### FINANCIAL ANALYSIS OF GOVERNMENT'S FUNDS – GOVERNMENTAL FUNDS

#### Analysis of Financial Position

The focus of the District's governmental funds is to provide information on near term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the district's financing requirements. In particular, unreserved fund balance may serve as a useful measure of governments net resources available for spending at the end of the fiscal year. An analysis of changes for the governmental funds is as follows:

#### General Fund

The district's general fund is the chief operating fund of the district. Unreserved fund balance for the general fund increased by \$69,626 during the year with the increase primarily in cash. Revenues for the year decreased by \$78,395 primarily from decreases in state aid. Expenditures and other financing uses decreased by \$314,886, primarily from staff reductions. The major source of general fund revenues is state aid and taxes. An analysis of them is as follows:

#### 1. State of Michigan Unrestricted Aid (Net State Foundation Grant)

The State of Michigan aid, unrestricted, is determined with the following variables:

- a. State of Michigan State Aid Act per student foundation allowance
- Student Enrollment Blended at 75 percent of current year's fall count and 25 percent of prior year's winter count
- c. The District's non-homestead tax levy.

#### 2. Per Student, Foundation Allowance:

Annually, the State of Michigan establishes the per student foundation allowance. The Ubly Community Schools foundation allowance was \$7,204 per student for the 2007-2008 school year.

#### 3. Student Enrollment:

The District's student enrollment for the fall count of 2007-2008 was 867 students, a decrease of 21 students from the prior year.

#### <u>UBLY COMMUNITY SCHOOLS</u> <u>MANAGEMENT DISCUSSION AND ANALYSIS</u> FOR THE FISCAL YEAR ENDED JUNE 30, 2008

#### FINANCIAL ANALYSIS OF GOVERNMENT'S FUNDS – GOVERNMENTAL FUNDS (Continued)

#### Analysis of Financial Position (Continued)

#### **General Fund** (Continued)

#### 4. Property Taxes Levied For General Operations (General Fund Non-Homestead Taxes)

The District levies 18 mills of property taxes for operations (General Fund) on Non-Homestead Properties. Under Michigan law, the taxable levy is based on the taxable valuation of properties. Annually, the taxable valuation increase in property values is capped at the rate of the prior year's CPI increase or 5 percent, whichever is less. At the time of sale, a property's taxable valuation is readjusted to the State Equalized Value, which is, theoretically, 50 percent of the market value.

The District's non-homestead property tax revenue for the 2007-2008 fiscal year was \$458,606. An increase of \$35,909 from the prior year.

#### GENERAL FUND BUDGETARY HIGHLIGHTS:

#### GENERAL FUND BUDGET VS. ACTUAL

				Variance Original	
				& Final	Variance Actual
Fiscal Year	Original Budget	Final Budget	Actual	Budget %	& Final Budget %
Revenue	\$6,662,268	\$6,984,607	\$6,973,049	4.84	0.17
Expenditures	6,977,513	6,959,667	6,903,423	0.26	0.81
<u>TOTAL</u>	(\$315,245)	\$24,940	\$69,626		

#### **ANALYSIS OF BUDGETS:**

The Uniform Budget Act of the State of Michigan requires that the local Board of Education approve the original budget for the upcoming fiscal year prior to July 1, the start of the fiscal year.

As a matter of practice, Ubly Community Schools amends its budget during the school year. The June 2008 budget amendment was the final budget for the fiscal year.

#### Original vs. Final Budgets

#### Revenues

Original budget did not take into account local sources of income paid through the ISD and interest rates yield more than originally budgeted for.

#### Expenditures

There were no significant variations between the final budget and the districts original budget.

#### Actual Results vs. Final Budgets

#### Revenues and Expenditures

There was not a significant variance between the final budget and the actual results.

### UBLY COMMUNITY SCHOOLS MANAGEMENT DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008

#### CAPITAL ASSET AND DEBT ADMINISTRATION

#### A. Debt, Principal Payments

The District made principal payments on bonded, long term debt obligations that reduced the amount of the District's long term liabilities as follows:

	Principal Balance 7-1-07	Increases 6-30-08	Principal Payments 6-30-08	Principal Balance 6-30-08
General Obligation Bonds	\$30,537	\$0	\$0	\$30,537
Sick Days Payable	59,060	25,634	0	84,694
<u>TOTAL</u>	\$89,597	\$25,634	\$0	\$115,231

#### B. <u>Capital Assets</u>

The district's net investment in capital assets decreased by \$52,953 during the fiscal year. This can be summarized as follows:

	Balance July 1, 2007	Additions	Deductions	Balance June 30, 2008
Capital Assets	\$4,374,568	\$167,421	(\$88,847)	\$4,453,142
Less: Accumulated Depreciation	(2,555,357)	(194,109)	62,582	(2,686,884)
Net Investment Capital Outlay	\$1,819,211	(\$26,688)	(\$26,265)	\$1,766,258

Significant additions were the purchase of a 2007 Suburban, a new student database system, a new ticket booth and numerous technology equipment upgrades (computers, etc.). The deductions were disposing of old computers, and phone system.

#### ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

#### \* Foundation Allowance

The Board of Education and Administration agreed to an estimate of a foundation allowance of \$7,274.00 per pupil for the 08-09 fiscal year based on information received from various educational organizations such as Michigan Association of School Business Officials, Michigan Association of School Administrators, and the Michigan Association of School Boards as well as discussions local state representatives. The political debate regarding the funding of public education, the current economic climate in the State of Michigan and the gubernatorial election will all affect this estimate before the final foundation allowance is known.

#### \* Retirement Rates

With the signing into law by the Governor, changes to the method of valuing assets for the Michigan Public School Employees Retirement System reduced the employer contributions for 08-09 fiscal year. The rate is decreasing to 16.54% in 08-09 from 16.72% in 07-08.

#### <u>UBLY COMMUNITY SCHOOLS</u> <u>MANAGEMENT DISCUSSION AND ANALYSIS</u> <u>FOR THE FISCAL YEAR ENDED JUNE 30, 2008</u>

#### ECONOMIC FACTORS AND NEXT YEAR'S BUDGET (Continued)

*	The Ubly Community Schools 2008/2009	adopted budget is as follows:	
	REVENUE	\$6,701,306	
	EXPENDITURES	7,156,744	
	NET (UNDER) BUDGET	(\$455,438)	

#### CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens and taxpayers with a general overview of the District's finances. If you have questions about this report or need additional information, contact the Business Office, Ubly Community Schools.

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>STATEMENT OF NET ASSETS</u> <u>AS OF JUNE 30, 2008</u>

	Governmental Activities
ASSETS ASSETS	
Coch and Coch Equivalents	\$1,027,070
Cash and Cash Equivalents Investments	\$1,927,979 280,572
Accounts Receivable	18,716
Due from Other Governmental Units	1,129,060
Due from Internal Accounts	2,653
Inventory	29,999
Prepaid Expenses	6,044
Total Current Assets	\$3,395,023
NON-CURRENT ASSETS	
Capital Assets	4,453,142
Less: Accumulated Depreciation	(2,686,884)
Total Noncurrent Assets	\$1,766,258
TOTAL ASSETS	\$5,161,281
<u>LIABILITIES</u>	
<u>CURRENT LIABILITIES</u>	
Accounts Payable	\$199,081
Accrued Expenses	249,927
Salaries Payable	300,855
Deferred Revenue	27,797
Current Portion of Long-Term Obligations	2,878
Total Current Liabilities	\$780,538
NON-CURRENT LIABILITIES	
Noncurrent Portion of Long-Term Obligations	112,353
TOTAL LIABILITIES	\$892,891
<u>NET ASSETS</u>	
NET ASSETS Invested in Capital Assets, Net of Related Debt	1,735,721
Unrestricted	2,532,669
TOTAL NET ASSETS	\$4,268,390
TOTAL LIABILITIES AND NET ASSETS	\$5,161,281

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>STATEMENT OF ACTIVITIES</u> <u>FOR THE YEAR ENDED JUNE 30, 2008</u>

		Program	Revenues	Net (Expense)
			Operating	Revenue &
		Charges For	Grants and	Change in
FUNCTIONS/PROGRAMS	Expenses	Services	Contributions	Net Assets
Governmental Activities:				
Instruction	\$4,600,366	\$0	\$479,491	(\$4,120,875)
Support Services	2,147,687	20,383	214,932	(1,912,372)
Food Service	357,009	147,541	208,057	(1,411)
Athletics	284,926	89,397	0	(195,529)
Depreciation - Unallocated	33,612	0	0	(33,612)
TOTALS	\$7,423,600	\$257,321	\$902,480	(\$6,263,799)
General Revenues:				
Taxes:				
Property Taxes, Levied for General P	urposes			463,667
State Aid				5,651,303
Investment Earnings				86,271
Miscellaneous				23,997
Total General Revenues and Transfers	S			\$6,225,238
Change in Net Assets				(\$38,561)
Net Assets - Beginning				4,306,951
Net Assets - Ending				\$4,268,390

## UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN BALANCE SHEET GOVERNMENTAL FUNDS AS OF JUNE 30, 2008

	General Fund	Other Governmental Funds	Total Governmental Funds
ASSETS		Tunus	Tunus
Cash and Cash Equivalents	\$1,915,205	\$12,774	\$1,927,979
Investments	280,572	0	280,572
Accounts Receivable	18,716	0	18,716
Due from Other Governmental Units	1,125,742	3,318	1,129,060
Due from Student Activities	2,653	0	2,653
Inventory	15,568	14,431	29,999
Prepaid Expenses	6,044	0	6,044
TOTAL ASSETS	\$3,364,500	\$30,523	\$3,395,023
LIABILITIES			
Accounts Payable	\$199,081	\$0	\$199,081
Accrued Expenses	249,927	0	249,927
Salaries Payable	300,855	0	300,855
Deferred Revenue	27,797	0	27,797
Total Liabilities	\$777,660	\$0	\$777,660
FUND BALANCES			
Reserved For:			
Inventory	15,568	14,431	29,999
Unreserved:			
Undesignated, Reported In:			
General Fund	2,571,272	0	2,571,272
School Service	0	16,092	16,092
Total Fund Balances	\$2,586,840	\$30,523	\$2,617,363
TOTAL LIABILITIES AND FUND BALANCES	\$3,364,500	\$30,523	\$3,395,023

## UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET ASSETS OF GOVERNMENTAL ACTIVITIES AS OF JUNE 30, 2008

Total Governmental Fund Balances: \$2,617,363 Amounts reported for governmental activities in the statement of net assets are different because: Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$4,453,142 and the accumulated depreciation is \$2,686,884 1,766,258 Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year end consist of: Bonds Payable \$30,537 Sick Days Payable 84,694 Total (115,231)

\$4,268,390

**TOTAL NET ASSETS -**

**GOVERNMENTAL ACTIVITIES** 

## UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2008

		Other	Total
	General	Governmental	Governmental
	Fund	Funds	Funds
REVENUES		1 dilds	1 unus
Local Sources	\$609,221	\$239,080	\$848,301
State Sources	5,940,417	18,031	5,958,448
Federal Sources	195,549	190,026	385,575
Total Revenues	\$6,745,187	\$447,137	\$7,192,324
EXPENDITURES			
Current:			
Instruction	4,555,176	0	4,555,176
Student Services	149,251	0	149,251
Instructional Support	146,484	0	146,484
General Administration	228,364	0	228,364
School Administration	368,236	0	368,236
Business Administration	125,377	0	125,377
Operation & Maintenance	682,459	0	682,459
Transportation	417,925	0	417,925
Other Support Services	61,778	0	61,778
Community Services	900	0	900
School Service	0	609,063	609,063
Total Expenditures	\$6,735,950	\$609,063	\$7,345,013
Excess (Deficiency) of Revenues			
Over (Under) Expenditures	\$9,237	(\$161,926)	(\$152,689)
OTHER FINANCING SOURCES (USES)			
Transfers from (to) Other Funds	(132,326)	132,326	0
Other Transfers	192,715_	0	192,715
Total Other Financing Sources (Uses)	\$60,389	\$132,326	\$192,715
Net Change in Fund Balance	\$69,626	(\$29,600)	\$40,026
FUND BALANCE - BEGINNING	2,517,214	60,123	2,577,337
FUND BALANCE - ENDING	\$2,586,840	\$30,523	\$2,617,363

#### <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES

#### AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

### TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2008

Total net change in fund balances - governmental funds

\$40,026

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.

(52,953)

Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount of repayments reported as expenditures in the governmental funds.

0

(Increase) in Sick Days Payable

(25,634)

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES

(\$38,561)

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>STATEMENT OF FIDUCIARY NET ASSETS</u> <u>FIDUCIARY FUND</u> <u>AS OF JUNE 30, 2008</u>

	Trust & Agency
ASSETS	ФОД Д1Д
Cash and Cash Equivalents	\$93,312
TOTAL ASSETS	\$93,312
LIABILITIES	
Due to General Fund	\$2,653
Due to Student Groups	90,659
TOTAL LIABILITIES	\$93,312

#### <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>STATEMENT OF REVENUES, EXPENDITURES AND CHANGES</u>

#### IN FUND BALANCE - BUDGET AND ACTUAL

#### <u>GENERAL FUND</u> <u>FOR THE YEAR ENDED JUNE 30, 2008</u>

	Budgeted A	Amounts		
	Original	Final	Actual	Variance With Final Budget
<u>REVENUES</u>				
Local Sources	\$533,027	\$595,324	\$609,221	\$13,897
State Sources	5,746,767	5,968,513	5,940,417	(28,096)
Federal Sources	172,974	196,858	195,549	(1,309)
Total Revenues	\$6,452,768	\$6,760,695	\$6,745,187	(\$15,508)
<u>EXPENDITURES</u>				
Current:				
Instruction	4,599,729	4,599,097	4,555,176	43,921
Student Services	182,739	149,684	149,251	433
Instructional Support	153,978	158,285	146,484	11,801
General Administration	264,917	228,683	228,364	319
School Administration	354,025	370,952	368,236	2,716
<b>Business Administration</b>	99,179	125,533	125,377	156
Operation & Maintenance of Plant	677,075	680,618	682,459	(1,841)
Transportation	390,671	417,482	417,925	(443)
Other Support Services	82,200	60,788	61,778	(990)
Community Services	0	900	900	0
Total Expenditures	\$6,804,513	\$6,792,022	\$6,735,950	\$56,072
Excess of Revenues Over Expenditures	(\$351,745)	(\$31,327)	\$9,237	\$40,564
OTHER FINANCING SOURCES (USES)	36,500	56,267	60,389	4,122
Net Change in Fund Balance	(\$315,245)	\$24,940	\$69,626	\$44,686
FUND BALANCE - BEGINNING			2,517,214	
<u>FUND BALANCE - ENDING</u>			\$2,586,840	

#### 1) REPORTING ENTITY

The accompanying basic financial statements have been prepared in accordance with criteria established by the GASB for determining the various governmental organizations to be included in the reporting entity. These criteria include oversight responsibility, scope of public service, and special financing arrangements. Based on application of the criteria, the entity does not contain component units.

The District receives funding from local, state, federal and interdistrict government sources and must comply with the accompanying requirements of these funding source entities. However, the District is not included in any other governmental "reporting entity" body that has separate legal standing and is fiscally independent of the governmental entities. As such, the Board of Education has decision-making authority, the authority to levy taxes, and determine its budget, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters.

#### 2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Ubly Community Schools conform to generally accepted accounting principles as applicable to school districts. The following is a summary of the significant accounting policies:

In June 1999 the Governmental Accounting Standards Board (GASB) issued Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments. Certain of the significant changes in the Statement include the following:

A Management Discussion and Analysis (MD&A) section to provide an analysis of the District's overall financial position and results of operations.

Financial statements prepared with full accrual accounting for all of the District's activities.

A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements and notes to the financial statements.

#### A) BASIC FINANCIAL STATEMENTS – GOVERNMENT-WIDE STATEMENTS

The District's basic financial statements include both government-wide (reporting the District as a whole) and fund financial statements (reporting the District's major funds). The government-wide financial statements categorize primary activities as either governmental or business type. All of the District's activities are classified as governmental activities. Fiduciary funds are not included in the government-wide financial statements.

In the government-wide Statement of Net Assets, the governmental activities column is presented on a consolidated basis and is reported on a full-accrual economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The District's net assets are reported in three parts: invested in capital assets net of related debt; restricted net assets; and unrestricted net assets. The District first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the District's functions. General government revenues also support the functions. The Statement of Activities reduces gross expenses by related program revenues, operating and capital grants. Program revenues must be directly associated with the function. Operating grants include operating-specific and discretionary grants. The net costs by function are normally covered by general revenue (property taxes, state and federal sources, interest income, etc.).

The District does not allocate indirect costs. Inter-fund transactions have been eliminated in the government-wide financial statements.

#### 2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### B) BASIC FINANCIAL STATEMENTS - FUND FINANCIAL STATEMENTS

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the general-purpose financial statements in this report, into five generic fund types in two broad fund categories as follows:

#### Governmental Funds

Governmental funds are those funds through which most school district functions typically are financed. The acquisition, use, and balances of the District's expendable financial resources and the related current liabilities are accounted for through governmental funds.

#### General Fund

The General Fund is used to record the general operations of the District pertaining to education and those operations not provided for in other funds. Included are all transactions related to the approved current operating budget.

#### Special Revenue Funds

Special Revenue Funds are used to segregate the transactions of particular activities from regular revenue and expenditure accounts. The District maintains full control of these funds. The District maintains two school service funds: Food Service and Athletic Funds.

#### Debt Retirement Funds

The Debt Retirement Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

#### Fiduciary Funds

Fiduciary fund reporting focuses on net assets and changes in net assets. The District's fiduciary funds consist of agency funds which are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The agency funds are used to account for amount held for student and employee groups.

#### C) BASIS OF ACCOUNTING/MEASUREMENT FOCUS

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

#### **Accrual**

Governmental activity in the government-wide financial statements is presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

#### 2) <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

#### C) BASIS OF ACCOUNTING/MEASUREMENT FOCUS (Continued)

#### Modified Accrual

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within 60 days of year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt is recognized when due.

Those revenues susceptible to accrual are property taxes, state aid, interest revenue, grants and charges for services. Other revenue is recorded when received.

The District reports deferred revenue on its governmental funds balance sheet. Deferred revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when the District receives resources before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

#### D) CASH AND CASH EQUIVALENTS

Cash and cash equivalents include amounts in demand deposits and certificates of deposit.

The District reports its investments in accordance with GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools and No. 40 Deposits and Investment Risk Disclosures. Under these standards, certain investments are valued at fair value as determined by quoted market prices, or by estimated fair values when quoted market prices are not available. The standards also provide that certain investments are valued at cost (or amortized cost) when they are of a short-term duration, the rate of return is fixed, and the district intends to hold the investment until maturity. Accordingly, investments in banker acceptances and commercial paper are recorded at amortized cost.

State statues authorize the District to invest in bonds and other direct and certain indirect obligations of the U.S. Treasury, certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or National Credit Union Administration, respectively; in commercial paper rated at the time of purchase within the three highest classifications established by no less than two standard rating services and which matures not more than 270 days after the date of purchase. The District is also authorized to invest in U.S. Government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above.

#### E) PREPAID ASSETS

Payments made to vendors for services that will benefit periods beyond June 30, 2008, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

#### F) <u>INVENTORY</u>

On government-wide financial statements are stated at cost and are expensed when used.

On fund financial statements inventories are stated at cost. Inventory in governmental funds consists of expendable supplies held for consumption.

#### 2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### G) CAPITAL ASSETS

General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported in the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) using a \$1,000 capitalization threshold and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The School District maintains a capitalization threshold of one hundred dollars. The School District does not possess any infrastructure. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend an assets life are not. Interest incurred during the construction of capital assets is also capitalized.

All reported capital assets are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

	Governmental Activities
<u>Description</u>	Estimated Lives
Buildings and Improvements	20 - 50 years
Furniture and Equipment	5-10 years
Vehicles and Buses	5 years

#### H) INTERFUND BALANCES

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables." These amounts are eliminated in the governmental activities columns of the statement of net assets.

#### I) COMPENSATED ABSENCES

The School District reports compensated absences in accordance with the provisions of GASB Statement No. 16, "Accounting for Compensated Absences." Sick leave benefits are accrued as a liability using the termination payment method. An accrual for earned sick leave is made to the extent that it is probable that the benefits will result in termination payments. The liability is based on the School District's past experience of making termination payments.

The entire compensated absence liability is reported on the government-wide financial statements.

For governmental fund financial statements the current portion of unpaid compensated absences is the amount expected to be paid using expendable available resources. These amounts, if any, are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The noncurrent portion of the liability is not reported. In proprietary funds, the entire amount of compensated absences is reported as a fund liability.

#### J) ACCRUED LIABILITIES AND LONG-TERM OBLIGATIONS

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements.

#### 2) <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

#### J) ACCRUED LIABILITIES AND LONG-TERM OBLIGATIONS (Continued)

In general, payables and accrued liabilities that will be paid from governmental funds are reported on the governmental fund financial statements regardless of whether they will be liquidated with current resources. However, claims and judgments, the noncurrent portion of capital leases, compensated absences, contractually required pension contributions and special termination benefits that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they will be paid with current, expendable, available financial resources. In general, payments made within sixty days after year end are considered to have been made with current available financial resources. Bonds and other long-term obligations that will be paid from governmental funds are not recognized as a liability in the fund financial statements until due.

#### K) FUND BALANCE RESERVES

The School District reserves those portions of fund equity which are legally segregated for a specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund equity which is available for appropriation in future periods. Fund equity reserves have been established for inventories.

#### L) NET ASSETS

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the School District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

#### M) ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

#### N) BUDGETARY DATA

The budgetary process is prescribed by provisions of the State of Michigan Budget Act and entails the preparation of budgetary documents within an established timetable. All funds, other than agency funds, are legally required to be budgeted and appropriated. The legal level of budgetary control has been established by the Board of Education at the function level. Any budgetary modifications may only be made by resolution of the Board of Education.

The School District follows these procedures in establishing the budgets for the individual funds as reflected in the financial statements.

- 1) Prior to June 30, the Superintendent submits to the School Board a proposed operating budget for the fiscal year commencing on July 1.
- 2) A public hearing is conducted during June to obtain taxpayer comments.
- 3) Prior to June 30, the budget is legally enacted through passage of a resolution.
- 4) For purposes of meeting emergency needs of the School District, transfer of appropriations may be made by the authorization of the Superintendent. Such transfers of appropriations must be approved by the Board of Education at its next regularly scheduled meeting.

#### 2) <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

#### N) BUDGETARY DATA (Continued)

- 5) The School Superintendent is charged with general supervision of the budget and shall hold the department heads responsible for performance of their responsibilities.
- During the year the budget is monitored, and amendments to the budget resolution are made when deemed necessary.

#### 3) STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

1968 PA 2 provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the School District's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The approved budgets of the School District for these budgetary funds were adopted to the functional level.

During the year ended June 30, 2008, the School incurred expenditures in certain budgetary funds which were in excess of the amounts appropriated.

#### 4) DEPOSITS AND INVESTMENTS

As of June 30, 2008, the District had the following investments.

Investment Type	Fair value	Weighted Average Maturity (Years)	Standard & Poor's Rating	Portfolio %
MILAF External Investment Pool - MICMS	\$108	0.0027	AAAm	0.04%
MILAF External Investment Pool - MIMAX	280,464	0.0027	AAAm	99.96%
Total fair value	\$ 280,572			100.00%
Portfolio weighted average maturity		0.0027		

1 day maturity equals 0.0027, one year equals 1.00.

**Interest rate risk**. In accordance with its investment policy, the District will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by; structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and, investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the District's cash requirements.

**Credit risk.** State law limits investments in commercial paper and corporate bonds to a prime or better rating issued by nationally recognized statistical rating organizations (NRSROs). As of June 30, 2008, the District's investment in the investment pool was rated AAA by Standards & Poor's and AAA by Moody's Investors Service.

**Concentration of credit risk.** The District will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the District's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized. More than 5% of the District's investments are in pooled investment accounts which represents 100% of the District's total investments.

#### 4) <u>DEPOSITS AND INVESTMENTS</u> (Continued)

Custodial credit risk – deposits. In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. As of June 30, 2008, \$1,220,749 of the District's bank balance of \$1,770,363 was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the District's name.

**Custodial credit risk** – **investments.** For an investment, this is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The District will minimize custodial credit risk, which is the risk of loss due to the failure of the security issuer or backer, by; limiting investments to the types of securities allowed by law; and pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the District will do business.

**Foreign currency risk.** The District is not authorized to invest in investments which have this type of risk.

The above amounts as previously report in Note 4:

Deposits – Including Fiduciary Funds of \$93,312 Investments	\$ 2,021,291 280,572
<u>TOTAL</u>	\$ 2,301,863
The above amounts are reported in the financial statements as follows:	
Cash – Agency Fund Cash – District Wide Investments – District Wide	\$ 93,312 1,927,979 280,572
<u>TOTAL</u>	\$ 2,301,863

#### 5) PROPERTY TAXES

The School District levies its property taxes on December 1 and various municipalities collect its property taxes and remit them to the District through February. The delinquent real property taxes of the District are purchased by the County, and delinquent personal property taxes continue to be collected by the municipalities and recorded as revenue as they are collected. The county sells tax notes, the proceeds of which have been used to pay the District for these delinquent real property taxes. These delinquent real property taxes have been recorded as revenue in the current year.

#### 6) RECEIVABLES

Receivables at June 30, 2008, consist of taxes, accounts (fees), intergovernmental grants and interest. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of State programs, and the current year guarantee of federal funds.

#### 6) <u>RECEIVABLES</u> (Continued)

A summary of the principal items of intergovernmental receivables (due from other governmental units) follows:

GOVERNMENTAL ACTIVITIES	AMOUNT
State Aid	\$ 1,088,861
Federal	40,199
TOTAL	\$ 1,129,060

#### 7) UNEMPLOYMENT COMPENSATION

The District is subject to the Michigan Employment Security Act and has elected the reimbursement method of financing. Under this method, the District must reimburse the Employment Commission for all benefits charged against the District for the year. As of June 30, 2008, the District had \$342 of estimated claims payable in conjunction with the program.

#### 8) SHORT-TERM DEBT

The District has various options for short-term financing including tax anticipation notes, state aid anticipation notes and lines of credit. The District entered into <u>no</u> short-term financing arrangements during the fiscal year ended June 30, 2008.

#### 9) <u>CAPITAL ASSETS</u>

Capital asset activity for the fiscal year ended June 30, 2008, was as follows:

	Balance			Balance
	July 1, 2007	Additions	Deductions	June 30, 2008
<b>GOVERNMENTAL ACTIVITIES</b>				
Buildings and Improvements	\$1,566,622	\$57,320	\$2,800	\$1,621,142
Land Improvements	797,415	0	7,491	789,924
Equipment and Furniture	1,240,091	82,911	78,556	1,244,446
Vehicles	770,440	27,190	0	797,630
Totals at Historical Cost	\$4,374,568	\$167,421	\$88,847	\$4,453,142
Less: Accumulated Depreciation				
Buildings and Improvements	(802,344)	(35,014)	(467)	(836,891)
Land Improvements	(317,138)	(21,187)	(2,435)	(335,890)
Equipment and Furniture	(906,446)	(79,828)	(70,983)	(915,291)
Vehicles	(529,429)	(58,080)	11,303	(598,812)
Total Accumulated Depreciation	(\$2,555,357)	(\$194,109)	(\$62,582)	(\$2,686,884)
GOVERNMENTAL ACTIVITIES				
CAPITAL ASSETS - NET	\$1,819,211	(\$26,688)	\$26,265	\$1,766,258

#### <u>NOTES TO THE FINANCIAL STATEMENTS</u> FOR THE YEAR ENDED JUNE 30, 2008

#### 9) <u>CAPITAL ASSETS</u> (Continued)

Depreciation expense, when appropriate, was allocated to governmental functions. Depreciation expense that was not allocated appears on the statement of activities as "unallocated". Depreciation was recorded on the statement of activities as follows:

Instruction	\$	45,190
Support Services		82,435
Food Service		5,391
Athletics		27,481
Unallocated		33,612
	· <u> </u>	
TOTAL DEPRECIATION EXPENSE	\$	194 109

#### 10) GENERAL LONG-TERM DEBT

#### A) 1998 Durant Resolution Package Bonds

Ubly Community Schools issued Durant Resolution Bonds on November 24, 1998 in the amount of \$51,716 at the interest rate of 4.76%. The bonds are a legal obligation of the school district but the annual State of Michigan appropriation is the only revenue source for making the annual debt service payments on the bonds. If the legislature fails to appropriate the bonds, the district is under no obligation for payment. The balance at June 30, 2008 was \$30,537.

#### B) Annual Principal Requirements

The annual principal requirements for all debt outstanding as of June 30, 2008 are as follows:

	Bonds		
	Payable	Interest	Total
June 30, 2009	\$2,878	\$754	\$3,632
June 30, 2010	3,015	617	3,632
June 30, 2011	3,159	473	3,632
June 30, 2012	18,018	6,382	24,400
June 30, 2013	3,467	165	3,632
<u>TOTAL</u>	\$30,537	\$8,391	\$38,928

The payment dates of sick days payable is undeterminable. The interest expenditures on long-term obligations for the year were \$0.

#### E) Changes in General Long-Term Debt

	Balance			Balance	Amount Due
Governmental Activities:	July 1, 2007	Additions	Deductions	June 30, 2008	in One Year
General Obligation Bonds	\$30,537	\$0	\$0	\$30,537	\$2,878
Sick Days Payable	59,060	25,634	0	84,694	0
					_
<u>TOTAL</u>	\$89,597	\$25,634	\$0	\$115,231	\$2,878

#### 11) SELF INSURANCE POOL

The School District participates in a public entity risk pool (self-insurance pool) for its fleet insurance, property and casualty, general liability, and boiler insurance. The pool is through the MASB/SET/SEG and is administered by Corporate Services. The pool provides for reinsurance by various insurance companies at various levels, depending on the coverage. Should the pool experience significant losses in the aggregate, the School District may be required to pay additional monies to the pool. At present, the MASB/SET/SEG has not required additional funds, but rather has issued refunds based on experience gains over experience losses over the last few years. Premiums for the year ended June 30, 2008 were \$36,862 and the School District received a dividend refund of \$7,702.

#### 12) LEASE AGREEMENTS

The School District leases facilities under operating leases expiring in July 1, 2009. Minimum future rental payments under noncancellable operating leases having remaining terms in excess of one year as of June 30, 2008, for each of the following years and in the aggregate are:

Fiscal year 2008 operating lease payments were \$20,000.

#### 13) INTERFUND ACTIVITY

Interfund balances at June 30, 2008 consisted of the following:

DUE FRO	M
DUE TO	General
5	Fund
Trust and Agency	\$2,653

These balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting systems, and (3) payments between funds are made.

#### 14) INTERFUND TRANSFERS

Interfund transfers for the year ended June 30, 2008, consisted of the following:

TRANSFERS	FROM
SA Food Service Fund Athletics Fund	General
E	Fund
Food Service Fund	\$13,045
Athletics Fund	154,428
TOTAL	\$167,473

These transfers were made to subsidize the cost of services for athletics and food service.

#### 15) DEFINED BENEFIT PENSION PLAN

#### Plan Description

The School District participates in the Michigan Public School Employees' Retirement System (MPSERS), a statewide, cost-sharing, multiple-employer defined benefit public employee retirement system governed by the State of Michigan that covers substantially all employees of the School District. The MPSERS provides retirement, survivor and disability benefits to plan members and their beneficiaries. The MPSERS issues a publicly available financial report that includes financial statements and required supplementary information for the MPSERS. That report may be obtained by writing to the MPSERS at 7150 Harris Drive, PO Box 30673, Lansing, MI 48909-8103.

#### **Funding Policy**

Employer contributions to the MPSERS result from the implementing effects of the School Finance Reform Act. Under these procedures, each school district is required to contribute the full actuarial funding contribution amount to fund pension benefits, plus an additional amount to fund retiree health care benefit amounts on a cash disbursement basis. The pension benefit rate totals 17.74 percent for the period July 1, 2007 through September 30, 2007 and 16.72 percent for the period October 1, 2007 through June 30, 2008 of the covered payroll to the plan. Basic plan members make no contributions, but contribute to a member investment plan (MIP) at rates ranging from 3 percent to 4.3 percent of gross wages. The School District's contributions to the MPSERS pension plan for the years ended June 30, 2008, 2007 and 2006 were \$639,695, \$671,214 and \$632,923, respectively.

#### Postemployment Benefits

Under the MPSERS Act, all retirees participating in the MPSERS pension plan have the option of continuing health, dental and vision coverage. Retirees having these coverages contribute an amount equivalent to the monthly cost for Part B Medicare and 10 percent of the monthly premium amount for the health, dental and vision coverages. Required contributions for postemployment health care benefits are included as part of the School District's total contribution to the MPSERS pension plan discussed above.

#### 16) RISK MANAGEMENT

The District is exposed to various risks of loss in conducting its operations, from property and casualty theft, damage to various tort and liability claims and worker's compensation claims. The District limits its exposure to such claims through its participation in and payments of premiums to SET-SEG, Inc. Insurance Trust. This pool maintains a loss fund and is also required by the terms of the participation agreement to obtain insurance and reinsurance as necessary.

The terms of the participation agreement with the pool indicate that, should losses of the pool incurred in a given coverage period exceed the loss fund and the aggregate excess reinsurance, the fund may access its member districts on a pro-rata basis to cover excess losses. In past years the loss fund has exceeded the amount necessary to maintain prudent loss reserves, resulting in annual premium refunds to member districts. The District's management believes that participation in this pool provides sufficient coverage to protect the District from any significant adverse financial impact.

#### <u>NOTES TO THE FINANCIAL STATEMENTS</u> FOR THE YEAR ENDED JUNE 30, 2008

#### 17) CONTINGENCIES AND COMMITMENTS

The District participates in a number of federally assisted grant programs. These programs are subject to program compliance audits by the grantor agencies. The audit of these programs for and including the year ended June 30, 2008, have been conducted and have been reported in this audit report. However, the compliance audit reports have not yet been accepted by the grantors. The amount, if any, of expenditures which may be disallowed by the grantor agencies cannot be determined at this time; although the District expects such amounts, if any, to be immaterial.

## OTHER SUPPLEMENTAL INFORMATION

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>COMBINING BALANCE SHEET</u> <u>OTHER GOVERNMENTAL FUNDS</u> <u>AS OF JUNE 30, 2008</u>

ASSETS	School Service Funds	Debt Retirement Funds	Total Other Governmental Funds
Cash and Cash Equivalents	\$12,774	\$0	\$12,774
Due from Other Governmental Units	3,318	0	3,318
Inventory	14,431	0	14,431
TOTAL ASSETS	\$30,523	\$0	\$30,523
FUND BALANCES  Reserved For:			
Inventory Unreserved:	\$14,431	\$0	\$14,431
Undesignated, Reported In:			
School Service	16,092	0	16,092
TOTAL FUND BALANCES	\$30,523	\$0	\$30,523

## UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OTHER GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2008

			Total
	School	Debt	Other
	Service	Retirement	Governmental
	Funds	Funds	Funds
REVENUES			
Local Sources	\$238,809	\$271	\$239,080
State Sources	18,031	0	18,031
Federal Sources	190,026	0	190,026
Total Revenues	\$446,866	\$271	\$447,137
OTHER FINANCING SOURCES (USES)	167,473	(35,147)	132,326
Total Revenues & Other Financing Sources	\$614,339	(\$34,876)	\$579,463
<u>EXPENDITURES</u>			
School Service	609,063	0	609,063
Net Change in Fund Balance	\$5,276	(\$34,876)	(\$29,600)
NET ASSETS - BEGINNING	25,247	34,876	60,123
NET ASSETS - ENDING	\$30,523	\$0	\$30,523

## UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN COMBINING BALANCE SHEET SCHOOL SERVICE FUNDS AS OF JUNE 30, 2008

	Food Services	Athletic Activities	Total
<u>ASSETS</u>			
Cash and Cash Equivalents	\$9,462	\$3,312	\$12,774
Due from Other Governmental Units	3,318	0	3,318
Inventory	14,431	0	14,431
TOTAL ASSETS	\$27,211	\$3,312	\$30,523
FUND BALANCE			
Reserved for Inventory	\$14,431	\$0	\$14,431
Unreserved and Undesignated	12,780	3,312	16,092
TOTAL FUND BALANCE	\$27,211	\$3,312	\$30,523

#### <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u>

#### $\underline{\text{COMBINING STATEMENT OF REVENUES, EXPENDITURES AND}}$

#### CHANGES IN FUND BALANCE SCHOOL SERVICE FUNDS

#### FOR THE YEAR ENDED JUNE 30, 2008

	Food Services	Athletic Activities	Total
REVENUES		1101111100	1000
Local Sources			
Cafeteria Sales	\$147,541	\$0	\$147,541
Athletic Activities	0	89,397	89,397
Other Local Sources	40	1,831	1,871
Total Local Sources	\$147,581	\$91,228	\$238,809
State Sources			
State Reimbursements	18,031	0	18,031
Federal Sources			
Federal Reimbursements	165,409	0	165,409
Commodities	24,617	0	24,617
Total Federal Sources	\$190,026	\$0	\$190,026
Total Revenues	\$355,638	\$91,228	\$446,866
OTHER FINANCING SOURCES			
Transfers from General Fund	13,045	154,428	167,473
Total Revenues and Other Financing Sources	\$368,683	\$245,656	\$614,339
<u>EXPENDITURES</u>			
Salaries - Professional	0	32,756	32,756
Salaries - Non-Professional	102,224	100,504	202,728
Insurances	58,146	1,833	59,979
Fica, Retirement, Etc.	25,558	28,841	54,399
Other Benefits	0	6,154	6,154
Purchased Services	166	4,219	4,385
Supplies and Materials	162,835	79,396	242,231
Other	2,689	3,742	6,431
Total Expenditures	\$351,618	\$257,445	\$609,063
EXCESS REVENUES AND OTHER FINANCING			
SOURCES OVER (UNDER) EXPENDITURES	\$17,065	(\$11,789)	\$5,276
FUND BALANCE - BEGINNING OF YEAR	\$10,146	\$15,101	\$25,247
FUND BALANCE - END OF YEAR	\$27,211	\$3,312	\$30,523

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>COMBINING BALANCE SHEET</u> <u>DEBT RETIREMENT FUNDS</u> <u>AS OF JUNE 30, 2008</u>

	1991 Debt	1997 Debt	Total
ASSETS Cash and Cash Equivalents	\$0	\$0	\$0_
TOTAL ASSETS	\$0	\$0	\$0
FUND EQUITY Reserved for Debt Retirement	\$0	\$0	\$0
TOTAL FUND EQUITY	\$0	\$0	\$0

#### <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>COMBINING STATEMENT OF REVENUES, EXPENDITURES AND</u>

#### CHANGES IN FUND BALANCE

#### **DEBT RETIREMENT FUNDS**

#### FOR THE YEAR ENDED JUNE 30, 2008

	1991	1997	
	Debt	Debt	Total
REVENUES			
<u>Local Sources</u>			
Property Taxes	\$3	\$0	\$3
Earnings on Investments and Deposits	268	0	268
Total Local Sources	\$271	\$0	\$271
OTHER FINANCING USES Transfer to General Fund	34,973	174	35,147
EXCESS REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES	(\$34,702)	(\$174)	(\$34,876)
FUND BALANCE - BEGINNING OF YEAR	\$34,702	\$174	\$34,876
FUND BALANCE - END OF YEAR	\$0	\$0	\$0

# INDIVIDUAL FUND SCHEDULES OF REVENUES, EXPENDITURES AND OTHER FINANCING USES

### $\frac{\text{UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN}}{\text{GENERAL FUND}}$

### SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES FOR THE YEAR ENDED JUNE 30, 2008

REVENUES FROM	
Local Sources	
Property Tax Levy	\$463,664
Earnings on Investments and Deposits	86,003
Transportation Fees	9,486
Tuition	8,600
Rentals	2,297
Medicaid	17,045
Other Local Revenues	22,126
Total Revenues from Local Sources	\$609,221
State Sources	
State Aid	5,651,303
At Risk	123,624
Special Education	148,401
Durant	5,172
Vocational Education	11,917
Total Revenues from State Sources	\$5,940,417
Federal Sources	
Title I	138,396
Class Size Reduction	33,629
Title V	1,849
Technology Literacy	1,192
Service Provider Self Review	2,726
Grants from ISD	17,757
Total Revenues from Federal Sources	\$195,549
Total Revenues	\$6,745,187
OTHER FINANCING SOURCES	
Transfers From Other Funds	35,147
Transfers From Other Districts	192,715
Total Other Financing Sources	\$227,862
TOTAL REVENUES AND OTHER FINANCING	
SOURCES	\$6,973,049

### <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>GENERAL FUND</u>

### SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES FOR THE YEAR ENDED JUNE 30, 2008

NSTRUCTION	
BASIC PROGRAMS	
Elementary	
Salaries - Professional	\$1,346,337
Salaries - Non-Professional	37,281
Insurances	37,261
Fica, Retirement, Etc.	339,686
Other Benefits	12,308
Purchased Services	20,401
Supplies and Materials	54,972
Capital Outlay	25,947
Total Elementary	\$2,211,996
Junior High	
Salaries - Professional	361,497
Salaries - Non-Professional	321
Fica, Retirement, Etc.	86,052
Purchased Services	23,418
Supplies and Materials	15,021
Total Junior High	\$486,309
High School	
Salaries - Professional	623,037
Salaries - Non-Professional	4,564
Insurances	252,166
Fica, Retirement, Etc.	153,536
Other Benefits	6,154
Purchased Services	48,121
Supplies and Materials	85,530
Capital Outlay	59,856
Other	1,870
Total High School	\$1,234,834
Total Basic Programs	\$3,933,139
ADDED NEEDS	
Special Education	
Salaries - Professional	222,450
Salaries - Non-Professional	1,752
Insurances	67,346
Fica, Retirement, Etc.	55,136
Purchased Services	5,928
Supplies and Materials	7,404
Total Special Education	\$360,016

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>GENERAL FUND</u> <u>SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES</u> FOR THE YEAR ENDED JUNE 30, 2008

INSTRUCTION (Continued)	
Compensatory Education	
Salaries - Professional	\$118,646
Salaries - Non-Professional	42,462
Insurances	57,189
Fica, Retirement, Etc.	39,664
Purchased Services	2,048
Supplies and Materials	2,012
Total Compensatory Education	\$262,021
Total Added Needs	\$622,037
Total Instruction	\$4,555,176
SUPPORT SERVICES	
STUDENT SERVICES	
Salaries - Professional	72,306
Salaries - Non-Professional	34,078
Insurances	3,650
Fica, Retirement, Etc.	26,899
Other Benefits	6,154
Supplies and Materials	5,575
Capital Outlay	589
Total Student Services	\$149,251
INSTRUCTIONAL STAFF	
Salaries - Professional	80,104
Salaries - Non-Professional	29
Insurances	16,855
Fica, Retirement, Etc.	18,856
Purchased Services	6,957
Supplies and Materials	20,683
Capital Outlay	3,000
Total Instructional Staff	\$146,484
GENERAL ADMINISTRATION	
Salaries - Professional	128,433
Salaries - Non-Professional	16,176
Insurances	13,255
Fica, Retirement, Etc.	31,753
Other Benefits	10,431
Purchased Services	12,747
Supplies and Materials	9,283
Capital Outlay	2,121
Other	4,165
Total General Administration	\$228,364
	• '

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>GENERAL FUND</u> <u>SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES</u> FOR THE YEAR ENDED JUNE 30, 2008

SUPPORT SERVICES (Continued)	
SCHOOL ADMINISTRATION	
Salaries - Professional	\$70,000
Salaries - Non-Professional	66,670
Insurances	52,783
Fica, Retirement, Etc.	33,724
Other Benefits	480
Purchased Services	98,310
Supplies and Materials	42,443
Capital Outlay	2,385
Other	1,441
Total School Administration	\$368,236
BUSINESS OFFICE	
Salaries - Professional	44,228
Salaries - Non-Professional	15,514
Insurances	33,405
Fica, Retirement, Etc.	14,613
Other Benefits	360
Purchased Services	15,235
Other	2,022
Total Business Office	\$125,377
OPERATION AND MAINTENANCE	
Salaries - Professional	44,256
Salaries - Non-Professional	130,934
Insurances	90,148
Fica, Retirement, Etc.	47,508
Purchased Services	165,282
Supplies and Materials	137,714
Capital Outlay	66,617
Total Operation and Maintenance	\$682,459
TRANSPORTATION	
Salaries - Professional	45,30
Salaries - Non-Professional	127,408
Insurances	62,670
Fica, Retirement, Etc.	44,640
Other Benefits	13,000
Purchased Services	12,93
Supplies and Materials	83,17
Capital Outlay	28,786
Total Transportation	\$417,925

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>GENERAL FUND</u> <u>SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES</u> FOR THE YEAR ENDED JUNE 30, 2008

SUPPORT SERVICES (Continued) OTHER SUPPORT SERVICES	
Salaries - Professional	\$36,028
Fica, Retirement, Etc.	3,660
Purchased Services	22,090
Total Other Support Services	\$61,778
Total Support Services	\$2,179,874
COMMUNITY SERVICES Salaries - Non-Professional	900
TOTAL EXPENDITURES	\$6,735,950
OTHER FINANCING USES Transfer to Other Funds	167,473
TOTAL EXPENDITURES AND OTHER FINANCING USES	\$6,903,423

## <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>TRUST AND AGENCY FUND</u> <u>SCHEDULE OF RECEIPTS AND DISBURSEMENTS - STUDENT ACTIVITIES</u>

#### FOR THE YEAR ENDED JUNE 30, 2008

Student Activity	Due to (From) Student Groups July 1, 2007	Receipts	Disbursements	Due to (From) Student Groups June 30, 2008
All Class Reunion Project	(\$613)	\$613	\$0	\$0
Athletic Boosters	14,101	27,740	33,934	7,907
Band Boosters	10,287	36,132	39,608	6,811
Band Boosters - Cap Outlay	5,000	4,000	0	9,000
Band Fund	0	3,049	3,049	0
Board Fund	962	9,355	8,403	1,914
Bowling Club	251	449	700	0
Business Club/Marketing Class	3,018	4,220	3,201	4,037
Class of 2005/Courtyard Project	641	0	0	641
Class of 2006	1,162	0	0	1,162
Class of 2007	1,658	100	995	763
Class of 2008	2,653	2,558	5,133	78
Class of 2009	112	7,925	4,539	3,498
Class of 2010	331	455	500	286
Class of 2011	0	480	100	380
Class of 2012	0	384	249	135
Conference Fund	0	999	999	0
Drama Club	1,772	0	0	1,772
Driver Education	0	8,600	8,600	0
Elementary Activities	3,898	11,925	9,414	6,409
Elementary March Reading	3,312	6,446	5,115	4,643
FCCLA	904	3,514	4,920	(502)
FFA	1,520	35,574	33,853	3,241
Forensics	0	479	479	0
JH Activities	5,289	25,346	26,526	4,109
Lumber/Shop	0	799	799	0
National Honor Society	720	3,061	1,752	2,029
National Honor Society/ Jr. High	288	0	76	212
Office Supplies	0	1,102	1,102	0
SADD/Art Program	1,197	6,439	5,633	2,003
School Books	0	495	495	2,003
Student Council	2,661	4,775	4,192	
		4,773 8,667		3,244
Transportation Fee	0 4 821	*	8,667	10.400
Ubly PTO	4,821	21,465	15,877	10,409
Yearbook Fund	15,844	9,764	9,130	16,478
<u>TOTALS</u>	\$81,789	\$246,910	\$238,040	\$90,659

#### <u>UBLY COMMUNITY SCHOOLS - UBLY, MICHIGAN</u> <u>SCHEDULE OF BOND PRINCIPAL AND INTEREST REQUIREMENTS</u> <u>AS OF JUNE 30, 2008</u>

#### 1998 DURANT RESOLUTION PACKAGE BONDS

	PRINCIPAL REQUIREMENT	INTEREST RATE	INTEREST REQUIREMENT	TOTAL
PAYMENT DATE - MAY 15TH				
2009	\$2,878	4.76%	\$754	\$3,632
2010	3,015	4.76%	617	3,632
2011	3,159	4.76%	473	3,632
2012	18,018	4.76%	6,382	24,400
2013	3,467	4.76%	165	3,632
<u>TOTAL</u>	\$30,537		\$8,391	\$38,928



October 3, 2008

## REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Education of Ubly Community Schools

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Ubly Community Schools, as of and for the year ended June 30, 2008, which collectively comprise the Ubly Community Schools' basic financial statements and have issued our report thereon dated October 3, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered Ubly Community Schools' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Ubly Community Schools' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Ubly Community Schools' internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Ubly Community Schools' ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Ubly Community Schools' financial statements that is more than inconsequential will not be prevented or detected by the Ubly Community Schools' internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Ubly Community Schools' internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Ubly Community Schools' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.



Ubly Community Schools Page 2 October 3, 2008

This report is intended solely for the information and use of management, the finance committee, Board of Education, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

LEWIS & KNOPF, P.C.

CERTIFIED PUBLIC ACCOUNTANTS